***SANTA ANA COLLEGE MISSION STATEMENT***

***Santa Ana College inspires, transforms, and empowers a diverse community of learners.***

**Academic Senate**

**Business Meeting Minutes**

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Date: **Tuesday, February 23, 2021**

Time: **1:30-3:30pm**

Location: **Zoom Webinar Location**

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Meeting Location: <https://cccconfer.zoom.us/j/96274327789>

**Agenda:**

1. **Call to Order** – Roy Shahbazian
2. **Approval of Additions or Corrections to Agenda**
3. **Public Comments** – 3 minute limit
   1. Michael Taylor read a comment by Stephanie Fondren:
   2. Michael Taylor also shared that he met with Roy and it is planned that Roy will address this College Council tomorrow. If not, Michael will ask that Senate formally adopt the recommendations of CIC.
4. **EW & P/NP deadlines and limits**- Roy Shahbazian (5 min)
   1. Motion to approve EW & P/NP Proposal with the edited language of including Spring Intersession as one of the terms, with June 11th being the deadline. Students from intersession have up until June 11th. – Motion made by Maria Estrada, Leo Pastrana seconded. Friendly amendment to waive first read motioned by Maria and seconded by Leo.
   2. Motion to approve proposal with additional language and waive first read passed with a roll call vote. Table

      Description automatically generated
5. **Block Schedule Revision for Spring 2022**- Dr. Fernando Ortiz (20 min)
   1. Block schedule was presented by Fernando Ortiz.
   2. Not an exhaustive plan, but covers a lot.
   3. Considered our student needs so they could fit 3 lectures in by 1pm.
   4. Evening block at 7:35 was a concern by deans due to campus safety.
   5. Will take notes from Senate and continue to work on this to find a solution.
   6. Dr. Lamb shared that this is just a first-blush overview of what is going on.
   7. Potentially through the block scheduling. Low hanging fruit approaches. Allowinngn students to take more courses. Not the answer for all courses in every place.
   8. This is not a weekly schedule, but based on contact hours.
   9. Discussion:
      1. Jorge Lopez is concerned about the 10 minute passing time for their STEM labs. Faculty often teach lecture and then are scheduled to teach the lab 10 minutes later, there requires set-up and time to ready the lab. He has witnessed the lab schedule as always an afterthought. Situations that don’t work for labs. Will labs be considered later, are lab exempt?
      2. William Nguyen received email from Kimo Morris. He is worried that breaks between lab and lecture is not enough. Josh Mandir in Chemistry is also concerned about break time between lab and lecture. Seems two departments do have concerns and would like their needs addressed.
      3. David Roper shared in chat that Welding and Auto/Diesel also have extra long labs and contact hours. This chart does not address these courses. He is wondering how CTE will be addressed?
      4. Leticia Lopez shared that block schedules, there are different kinds
6. **Overview of Major Plans and AS Spring Work Groups**- Roy Shahbazian  (40 min)
   1. Roy went through the various plans that are in development college-wide.
   2. A google form is available, Roy is asking for volunteers to review/evaluate the plan to present to Senate.
   3. The plans include:
      1. Ed Master Plan
      2. QFE
      3. Participatory Governance Manual
      4. ISER
      5. SEAP
      6. Enrollment Management Plan
7. **Ed Master Plan (1st Reading**)- Dr. Janice Love, Dr. Jeffrey Lamb (20 min)
   1. Janice Love shared the Ed Master Plan.
   2. Includes Vision for Success.
   3. Guided Pathways.
   4. AB 705.
   5. Pandemic changes and responses.
   6. Equity plan.
   7. Strong Workforce.
   8. SEAP.
   9. Many plans overlap into Ed Master Plan.
   10. Mission statements, cornerstones, and vision statement. A marketing firm assisted with the cornerstones and personality traits, this includes core competencies.
   11. Don’t edit these, please make notes but for the Ed Master Plan, do not edit these items.
   12. There are more detailed descriptions of vision goals with the baseline data for the equity goals. SWAT analysis process in Ed Master Plan, people felt that weaknesses and threats seemed like it was listing all that was wrong. She instead focused on Strengths and Opportunities.
   13. Vision goals were established and brought before BOT for approval, so these are also set in stone. Strategies that have been determined to be used to meet the goal.
   14. The Succss Factors tell us when we meet the goals. For insntance an outcome on a question in the Student Success Survey.
   15. Scale of Adoption from the Guided Pathways process. Listing a pillar, then listing the activities associated with that activity and where were are in the process.
   16. Each has 3 sections related to each Vision Goal.
   17. Equity goals are addressed as well as initiatives, professional development changes and all the technology changes happening on campus. These include communication improvement, course restructuring, program review process, focus on applicants and new students. Branding and outreach and financial aid. These are all focused on meeting goals.
8. **Reports:**
   1. President – Roy Shahbazian
      1. Previous board meeting looked at a second round of SRP.
   2. Secretary/Treasurer – Stephanie Clark
      1. Faculty Awards for Excellence have been nominated
      2. Date is May 19th at 2pm
   3. Curriculum – Brian Sos
   4. Planning & Budget – William Nguyen
   5. SACTAC – Susan Hoang
      1. Computer replacement plan is being addressed.
   6. Guided Pathways – Stephanie Clark
      1. SOAA submitted.
   7. Accreditation – Monica Zarske
      1. ISER is with the editors, special thanks to Matt Beyersdorf and Ashly Bootman.
      2. Like more feedback from Senate will be welcome, especially around shared governance.
      3. Going to board this summer. Only two meetings, June and July. Must be submitted for the June meeting. ACCJC by August.
   8. Outcomes/Assessment – Jarek Janio
      1. New ILOs have been developed with
      2. Integration with Curricunet and Nuventive is
   9. Student Success & Equity – Maria Aguilar Beltran
      1. Fernando gave a brief report on the equity work across campus.
      2. Including the Equity Ally group, Courageous Leadership webinar had 1100 attendees.
      3. Maria provided a report which is provided in our materials site.
   10. Faculty Professional Development – Amberly Chamberlain
       1. PD moneys need to be requested ahead of time so she can report and ready the budget for those wanting funds or reimbursement.
       2. Willing to help with zoom webinar coming up related to SLOs.If interested please submit paperwork to get approved right away.
       3. Workgroup is working on two year plan. Include New Faculty being mentored and doing robust training for adjuncts in an adjunct summit.
       4. Faculty are struggling to meet at regular times for training.
       5. Convocation had higher attendance than fall. PD week showed that faculty are worried about teaching online and technology based on attendance.
9. **Announcements**
10. **Adjournment**